

PERSONAL LICENSE FEE & EXAM INFORMATION

The Wisconsin Department of Agriculture, Trade and Consumer Protection, Food Safety Division will not be able to issue any of the following licenses until all criteria requirements have been verified. **In order to take any exams (except the Bulk Milk Weigher & Sampler & Pasteurizer Operator exams) application fees and all related documentation must be received by the Division two weeks prior to anticipated exam date, in order to confirm that all exam criteria has been met.** Contact the Food Safety Division at (608)224-4885 if you have any questions. Exam locations are printed on reverse side. All personal licenses have a 2-year renewal cycle, except Pasteurizer Operator. **All applicants must be at least 18 years of age at time of examination.**

LICENSE TYPE	EXAM CRITERIA & FEES
CHEESE GRADER & BUTTER GRADER Expires September 30 TH	<ul style="list-style-type: none"> ▪ License fee \$75.00 ▪ Exam will be scheduled by appointment only. ▪ License Reference: s. 97.175 Wis. Stats.
BUTTERMAKER Expires January 1 ST	<ul style="list-style-type: none"> ▪ License fee \$75.00 ▪ Work and Classroom Experience Qualifications, see ATCP 69.01 <ul style="list-style-type: none"> ▪ Has held a valid buttermakers license within the last ten years. ▪ Completed a 2 year apprenticeship/internship under a licensed buttermaker within the last ten years. ▪ Completed an 18 month apprenticeship/internship and completed a department approved course in buttermaking within the last ten years. ▪ Completed a 12 month apprenticeship/internship within the last ten years, and obtained a 4 year dairy related college degree. ▪ Alternate criteria for persons currently holding a valid cheesemakers license. ▪ License Reference: s. 97.17 Wis. Stats.
CHEESEMAKER Expires January 1 ST	<ul style="list-style-type: none"> ▪ License Fee \$75.00 ▪ Work and Classroom Experience Qualifications, see ATCP 69.02 <ul style="list-style-type: none"> ▪ Has held a valid cheesemakers license within the last ten years ▪ Completed an 18 month apprenticeship/internship under a licensed cheesemaker within the last ten years. ▪ Completed a 12 month apprenticeship/internship under a licensed cheesemaker within the last ten years and either completed a university short course in cheesemaking or obtained a dairy-related 2-year or greater degree from an accredited post-secondary educational institution. ▪ Completed a 6 month apprenticeship/internship within the last ten years and obtained a 4-year dairy-related college degree from an accredited post-secondary educational institution. ▪ Within the last 5 years completed a 240-hour apprenticeship/internship in the complete cheesemaking process and successfully completed the following department approved courses in the following subjects. ▪ Suggested Courses: <ol style="list-style-type: none"> 1. Cheesemaking: UW-Madison "Wisconsin Cheese Technology Short Course" or UW River Falls "Cheesemakers Short Course" 2. Production of Safe Dairy Foods: UW Madison "Producing Safe Dairy Products Course" 3. HACCP: UW-Madison "Dairy HACCP Workshop" 4. Principles of Milk Pasteurization: UW-Madison "Milk Pasteurizer and Process Control School" or UW-River Falls "Pasteurizer Short Course for Operators" 5. Dairy Sanitation: UW-Madison "CIP Short Course" or UW-River Falls "Sanitation for Farmstead Dairies" ▪ License Reference: s. 97.17 Wis. Stats.

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MILK & CREAM TESTER Expires October 31 ST	<ul style="list-style-type: none"> ▪ License fee \$50.00 ▪ Two professional letters of reference are required. ▪ License Reference: s. 98.145 Wis. Stats.
BULK MILK WEIGHER & SAMPLER Expires September 30 TH	<ul style="list-style-type: none"> ▪ License fee \$60.00, Re-inspection fee \$60.00 ▪ Walk-ins welcome on scheduled dates and times. ▪ Bring completed application and fee the day of exam ▪ License Reference: s 98.146 Wis. Stats.
PASTEURIZER OPERATOR EXAM Reference: ATCP 80.41 (3) Wis. Adm. Code. Not a license or permit	<ul style="list-style-type: none"> ▪ Walk-ins welcome, however, advance notice is appreciated at (608) 224-4885 ▪ No qualifications required, however, pasteurization experience recommended ▪ There is no fee for this exam and there is no expiration date. <p>Or you may successfully complete a pasteurization training course of at least 8 hour duration provided by the university of Wisconsin, or an equivalent course approved by the department. Suggested Courses include: UW-Madison "Milk Pasteurizer and Process Control School" UW-River Falls "Pasteurizer Short Course for Operators" FDA School for Pasteurizer Operators</p>

EXAM LOCATIONS & TIMES effective January 1, 2011

	LOCATION	TIMES
Eau Claire	Eau Claire State Office Bldg. 718 W. Clairemont Ave., Conference Rm. 131 Eau Claire, WI 54701 contact: (715) 830-5115	1:00 p.m. 1 st and 3 rd Tuesday
Green Bay	Green Bay State Office Building, 200 N. Jefferson St, Suite 152-B contact:(608) 224-4885 – Madison DATCP Office	1:00 p.m. 4th Tuesday *No Exam on December 24, 2013
Fond du Lac	University of Wisconsin Center, 400 University Dr (UW Extension Office) contact: (608) 224-4885 – Madison DATCP Office	1:00 p.m. 3rd Thursday
Madison	DATCP Madison Office, 2811 Agriculture Drive, 2 nd Floor Testing Room contact: (608) 224-4885	1:00 p.m. 2nd and 4th Monday *No Exam on May 27, 2013
Viroqua	Vernon County Courthouse, County Board Room, 3 rd Floor contact: (608) 224-4885– Madison DATCP Office	1:00 p.m. 3 rd Thursday
Wausau	State Patrol Headquarters 2805 Martin Ave – park in south parking lot Contact: (608) 224-4885 – Madison DATCP Office	1:00 p.m. 4 th Wednesday *No Exam on December 25, 2013

- Make check(s) or money order(s) payable to WDATCP, cash will **not** be accepted.
- A Social Security number shall be required as a condition of issuing a license, except as provided under 93.135 of the Wisconsin Statutes:
93.135(1m)(a) If an individual who applies for the issuance or renewal of a license, registration, registration certificate or certification specified in sub. (1) does not have a social security number, the department shall require the applicant, as a condition of issuing or renewing the license, registration, registration certificate or certification, to submit a statement made of subscribed under oath or affirmation that the applicant does not have a social security number. The statement shall be in the form prescribed by the department of workforce development.
- There is a two-hour maximum time limit for each exam.
- Study Guide available for BMW&S exam only
- Contact the Division at the phone number listed above if you require special accommodations.